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Michael Harbour
*Representing the Washington
State Transit Association*

Reg Clarke
*Representing the Washington
Association of Pupil
Transportation*

Liz Dunbar
DSHS Deputy Secretary

Glen Hallman
Consumer Representative

Paula J. Hammond
WSDOT Chief of Staff

Andrew Johnsen
*Governor's Transportation
Policy Advisor*

Marilyn Mason-Plunkett
CTA-NW

Marcia Riggers
*Office of Superintendent of
Public Instruction*

Bernice Robinson
Consumer Representative

Legislative Members:

Senator Margarita Prentice
Senator Jim Horn
Senator Mark Doumit
Senator Larry Sheahan

Representative Fred Jarrett
Representative Mark Miloscia
Representative Alex Wood

Agency Council on Coordinated Transportation (ACCT)

Friday, December 3, 2004
9:30 a.m. to 12:00 p.m.
WSDOT Large Commission Board Room (1D2)
Olympia, WA

Meeting Summary

Attendance

Council Members

Paula Hammond, WSDOT
Andrew Johnsen, Governor's Office
Representative Fred Jarrett
Representative Mark Miloscia
Allan Jones, OSPI
Michael Harbour, WSTA
Reg Clarke, WAPT
Teresa Hekel, WAPT
Glen Hallman, Citizen Representative
Marilyn Mason-Plunkett, CTA-NW
Bernice Robinson, Citizen Representative
Doug Porter, DSHS

WSDOT Staff

Robin Phillips, ACCT Administrator
Shelley Pedro
Don Chartock
Cathy Silins
Seija Blaylock
Dan Wayne

Welcome and Introductions – Paula Hammond

Ms. Hammond, WSDOT Chief of Staff and ACCT Chair, opened the meeting by introducing herself. The council and audience then introduced themselves.

Approval of the Meeting Notes – Paula Hammond

There was a copying error on the meeting notes from the 10-1-04 meeting; therefore they were not reviewed for approval. New copies were delivered to council members. The notes will be adopted at the next meeting.

Budget update and staff announcements – Robin Phillips

Ms. Phillips welcomed Daniel Wayne to the WSDOT staff. Mr. Wayne relocated to Olympia from Calvaris County, CA and he is the new Intercity & Rural Specialist.

Ms. Phillips went over the budget report. She pointed out salaries, travel expenses and the Trip Planner project. She explained that Trip Planner will have a much bigger expense showing on the report at the next meeting due to upcoming billing from Oregon.

Identify and Address Barriers

Building a community Bus – Robin Phillips

Ms. Phillips directed the council members and audience to the insert in their notebook titled “Building a Community Bus: Guide to Coordinating Pupil and Public Transportation”. This guide proposes solutions to the program barriers of transporting children in vehicles other than school buses and transporting non-student community members on school buses. Among the topics discussed in the guide are children’s safety, program inertia, cost savings, and building partnerships. She also mentioned how to get started, the strategies and benefits.

For more information and a copy of the handout please visit the following websites:

[Http://www.tcrponline.org/publications_home.html](http://www.tcrponline.org/publications_home.html)

http://www.wsdot.wa.gov/acct/library/meeting_handouts/12-03-2004_handouts.htm

-Building a Community Bus

-Coordination Coalition Guidelines

Additional resource material can be found by contacting the following organizations:

Mason County Transit – using school vehicles

- Dave O’Connell mctadoc@masontransit.org

Coast – multi purpose vehicle specs.

- Karl Johanson – karlj2@adelphia.net

Common Ground project update – Doug Porter

Mr. Porter directed the ACCT Council members to the pink insert in their notebook. He introduced Christie Scheffer from Paratransit Services and Tim Payne from Pierce Transit to give an update on the project.

Ms. Scheffer and Mr. Payne began by commenting that the project was very involved. They discussed the groundwork, some of the challenges, barriers and regulations involved. Ms. Scheffer has been working with her IT Manager trying to determine how to share the data and bring it on-line. Mr. Payne has been working on the contracting part of the project. They will get together after today’s meeting to review the task list, share their progress and identify the next steps. They will report back in February.

Focus on Results

Annual Report – Robin Phillips

Ms. Phillips directed council members to the draft of the Annual Report. She then went through the report and pointed out some of the highlights.

Some of the barriers to coordinating transportation resources to meet community need fall into these general categories: Governance, Regulations, Funding, Operations, Information and Data and Accountability.

In the Annual report was ACCT's legislative agenda of the Stretcher Bill, UTC temporary permits, ACCT memberships and funding. A new version of the Stretcher Bill will be introduced that omits personally owned mobility devices from the definition of "stretcher." This change will allow people with disabilities who own or lease personal gurneys to travel by means other than ambulance. Representative Eileen Cody and Senator Mark Doumit are sponsors of this bill.

In reference to ACCT memberships, discussion is taking place with Washington Association of Cities, Washington Association of Counties, Department of Community, Trade, and Economic Development and Employment Security.

Ms. Phillips also asked the council to support asking for earmarks for JARC and Trip Planner. Copies of the earmark request for both of these projects were available for the council to review. Any changes to these earmarks should be submitted to Robin Phillips at phillir@wsdot.wa.gov or Seija Blaylock at blaylos@wsdot.wa.gov by the end of December.

Page 17 of the Annual Report document under JARC earmarks states that we have received an earmark of \$4.57 million. We did not receive these funds so the statement will be amended to state that we did not receive this earmark.

A resolution was brought forward for ACCT's support for OSPI funding package. The resolution was moved for adoption, seconded and approved as Resolution No. 001.

A second resolution was brought forward for ACCT to support a joint funding request between Washington State Transit Association and the Community Transportation Association of the Northwest. This resolution was moved for adoption, seconded and approved as Resolution No. 002.

To review these resolutions, please see attached documents Resolution No. 001 and Resolution No. 002.

Trip Planner – Seija Blaylock

The Regional Trip Planner Cost-Benefit Analysis has been revised to reflect the comments made by the ACCT council. Ms. Blaylock pointed out that the first change is in the Executive Summary. The reference made to cross-county trips being difficult has been changed. And saved state employee time has been moved from quantitative to qualitative benefit section.

On Nov 3 and 4 there was a focus group meeting in Vancouver, WA. Transportation providers and transportation users tested the Trip Planner prototype. Ms. Blaylock gave a presentation of the prototype and mentioned that this does not include any changes from the feedback resulting in their meeting. She pointed out the home page, the necessary information needed to get an itinerary, routes, schedules, availability, and providers and much more.

Discussion took place on the Trip Planner. A recommendation was made to find out if the website can be developed to assist people with seeing disabilities; such as the user being able to adjust the print; bold or not, font size, background color and various other things. Ms. Blaylock will look into this.

Increase Advocacy

Homeless Children Transportation – Don Chartock

Mr. Chartock directed the council members to the insert titled “Homeless Student Transportation Grant Awards”. He went over the handout and advised that the next step is to select a person to evaluate the effectiveness of the programs, what the impact is on the child, such as better attendance and better test scores.

Mr. Chartock and Allan Jones have been invited to speak at a National Conference of Homeless School Educators some time next year.

Paula Hammond recommended that this grant information be included in the Annual Report.

Item Outside of the Agenda –

Paula Hammond recognized Andrew Johnsen and thanked him for all his support. Mr. Johnsen has accepted a position with Burlington Northern Santa Fe Railway, which will begin mid-Jan.

State Information Consortium – Faith Trimble

Ms. Trimble is involved with a group that is a Statewide Information Coordination Consortium. This group is working on a project to develop a website that will present cross governmental information for Washington State. They have received a grant from Microsoft to develop the web site.

Ms. Trimble explained that the prototype is very early in the development stages and is still very limited. She mainly just wanted to show how the prototype was developing and what it could do. The point of the web site is to pull information from various sources at a high level so there is seamless government information readily available. The audience for this web site is everyone: citizens, policy makers, analysts, teachers, students, etc. The prototype demonstration focused on public safety. However, if the council is interested ACCT would be showcased under the mobility section.

There was general comments and discussion about the project.

Reports from the Council and audience comments –

Ms. Phillips directed the council to the insert with the ACCT meeting schedule for 2005. She directed them to the August 2005 meeting and suggested that the joint meeting be held in Vancouver to kick off the Trip Planner. She also mentioned that it would give the council the opportunity to meet with the people in Oregon that deal with coordination and discuss various issues and solutions. Any comments, changes or additions to any of the agenda items please advise Robin at phillipr@wsdot.wa.gov or Don at charted@wsdot.wa.gov

An offer was made that if the meeting in August 2005 was held in Vancouver, that the Education Service District 112 has great meeting facilities and would like to host it.

Allan Jones presented the traveling United We Ride Award to Mason County Transit on Oct 19. He mentioned that they were very delighted to receive this recognition.

Any input and/or comments on the Annual Report should be emailed to Robin Phillips or Seija Blaylock by the end of December.

Ms. Hammond thanks the council members and audience for attending.

To view meeting notes, handouts and agenda items please visit the ACCT website at www.wsdot.wa.gov/acct

Next Meeting –

Where: Washington State Department of Transportation
310 Maple Park Ave SE
Olympia WA

When: Friday, February 4, 2005

Time: 9:30 am – 12:00 pm